

# Career and Technical Education Scholar Program Program Concentration Application Form

\_\_\_\_\_ School District  
2004 – 2005

*Career and technical education program concentrations must include a minimum of 2 credits in a specific approved CTE program plus one or more credits in a supporting area such as computers, math, science, or career courses. Application should be mailed by to CTE Resource Center, 800 Governor's Drive, Pierre SD 57501.*

\_\_\_\_\_ Program (3 credits minimum)

1. \_\_\_\_\_ (CTE course/credits)
2. \_\_\_\_\_ (CTE course/credits)
3. \_\_\_\_\_ (Academic course/credits/grade level)
4. \_\_\_\_\_ (Academic course/credits/grade level)

Program Instructor(s) Signature: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Program (3 credits minimum)

1. \_\_\_\_\_ (CTE course/credits)
2. \_\_\_\_\_ (CTE course/credits)
3. \_\_\_\_\_ (Academic course/credits/grade level)
4. \_\_\_\_\_ (Academic course/credits/grade level)

Program Instructor(s) Signature: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Program (3 credits minimum)

1. \_\_\_\_\_ (CTE course/credits)
2. \_\_\_\_\_ (CTE course/credits)
3. \_\_\_\_\_ (Academic course/credits/grade level)
4. \_\_\_\_\_ (Academic course/credits/grade level)

Program Instructor(s) Signature: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Superintendent \CEO Signature: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

State Staff Approval: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

State Staff Approval: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_



## Career and Technical Education Scholar Recognition Program Procedures

### ***Step One:***

*Define the courses that make up the approved career and technical education concentrations by program. Academic courses must be junior or senior level.*

### ***Step Two:***

*Send the program application form to the CTE Resource Center, 800 Governor's Drive, Pierre SD 57501. Signed copies (one for the superintendent, CTE instructor and counselor) of the approval form will be mailed to the school within 3 weeks of submitting the application.*

### ***Step Three:***

*Share the approval form with the counselor and promote the program to students, parents, and school faculty. Contact the CTE Resource Center for informational brochures or access them from the Tech Prep webpage at <http://www.state.sd.us/deca/DWCP/TechPrep/>*

### ***Step Four:***

*By April 1, 2005, submit a listing of student recipients using the form that is provided. Certificates will be sent to the school by May 1, 2005 which will be in time for distribution at high school graduation ceremonies.*

***NOTE:*** Any changes in CTE course concentrations must be submitted to the State Guidance Coordinator at the CTE Resource Center by February 1, 2005.



## Career and Technical Education Scholar Application

### *School Information:*

School District: \_\_\_\_\_

School Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### *Scholar Recipients:*

Student  Last Name, First Name	Program Concentration		SIMS/SSN	CTE GPA 4.0	Overall GPA 3.5
	CTE Coursework  2 credit minimum	Supporting Coursework  1 credit minimum			

I hereby verify that the above students have successfully met the academic and career and technical education course requirements for the CTE Scholar recognition.

Superintendent/CEO Signature: \_\_\_\_\_ Date \_\_\_\_\_

Please return this form to the CTE Resource Center by April 1, 2005.